

New Client Audit

30 Nov 2022 / Abdullah Fredericks

Complete

Score	100%	Flagged items	0	Actions	0
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Auditor's Names

Abdullah Fredericks

Introduce yourself

First, I would like to go over the format for today's audit:

There are 3 phases that I will be completing with you.

1. Opening Meeting

----a. Overview: Primary concerns for halal certification

----b. Discovery: Gather basic information about your facility, personnel, and daily business activities

----c. Fitness: Assess your facilities' standards for quality assurance

----d. Halal Deposition: Determine if the facilities are compliant with halal dietary restrictions

2. Walkthrough

----I am commissioned to record, or photolog at my discretion critical contact points throughout the facility. The walkthrough is performed by viewing the product from the point of entry into your facility, completely through to the point of exit.

Halal Area Risk Management (H.A.R.M.) locations will be identified within the facility. These areas are classed as nonconformities and are considered to have a potential for cross-contamination or have the potential to denigrate the integrity of the Halal product. In the event that a H.A.R.M location requires mitigation, I will make note of it as a non-conformity. Any non-conformances will require corrective action in order to pass.

I will also be observing the utilization of your machinery, apparatuses', tools, and other such items.

Storage and warehouse locations will also be observed for proper segregation methods. I will determine whether or not halal products are easily identifiable, and reporting if mislabeling, or mix-ups are possible. Computer monitoring systems will also be taken into account.

Raw materials, packaging, and finished products will be observed throughout the tour.

Sanitation processes or methods may also be requested for observation if deemed necessary.

I will also assess the level of integrity of your personnel and your halal system if present. Honesty and transparency will be key factors in my report.

3. Closing Meeting

----During the closing meeting, I will summarize and record my observations during the walkthrough.

I will record the risk assessment, which is based upon the following metrics:

HIGH RISK = Facility processes both halal and haram products using indifferent tools, machinery, or utensils.

MEDIUM RISK = Facility processes both halal and haram products using segregated tools, machinery, or utensils.

LOW RISK = Facility does not process any haram products on or inside of the premises.

Finally, I will provide a final assessment, communicate all non-conformities, and provide a suggested certification status. I will request signatories, and will submit my report to the certification committee.

Are there any questions before we begin?

Conducted on

30.11.2022 13:00 SAST

Company Name

Belstel Foods INC

Company Type

Manufacturing Facility

Location

606 Rutgers Road West
Babylon NY. 11704

General

Area of Site (sq. ft.) 4800

Number of Employees 9

Number of Working Shifts 2

Operating Hours 06H00-15H00 and
15H00-00H00

Days of Operation Week

M-F

Sat

Sun

Fitness

Facility Produces Food Grade Products?

Yes

Client is HACCP Certified?

Yes

Do FDA Inspectors visit this facility?

Yes

February

Facility Produces Meat & Poultry Products?

No

During production, is it possible for particulates to become airborne? (such as flours, powders, or other)

No

List any other relevant certifications or accreditations (ISO, GCC, BRC, etc.)

Kosher

Halal Deposition

Any animal bi-products or derivatives processed at this facility?

No

Please select all product types

DY - Dairy

Check all of the fillers/additives added or injected into any halal products:

None

Does facility handle haram products (contaminants) and halal products using the same tools and machines?

No

Does facility institute an SSOP? (Sanitation Standard Operating Procedure)

Yes

What is the cleaning frequency of the machinery that comes into contact with the Halal product?

Everyday

Does the facility utilize ATP swab testing?

Yes

What is the acceptable passing range?

150

Below 150

Detail the rectifying procedure if a swab test fails:

Redo swab to check if swab is contaminated. Test swab and if the range is between 150 and 300 it is cautious and if it is above 300 the area is washed and swabbed again.

Does the facility have a pest control program?

Yes

Is water used in any of the products that are in consideration for certification?

No

Pre-Walkthrough Notes

Please describe what we should expect to see during our walkthrough today. Be sure to explain the process step by step from the products perspective. (meaning, from point a to point z)

Milk is received in a 300 gallon tank. Milk is pasteurized again at the facility. Yogurt is pumped into the filling tank. Tanks goes to jars and cooled to 45 degrees then moved to cold store.

Walkthrough

Location

Location 1

Location Title

Milk storage cooler

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

No

Location 2

Location Title

Pasteurization room

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

No

Location 3

Location Title

Straining room

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

No

Location 4

Location Title

Filling room

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

No

Location 5

Location Title

Packaging conveyer

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

No

Location 6

Location Title

Boxing

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

No

Location 7

Location Title

Glass filling room (jars)

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

No

Final Check-Out	100%
Does facility store any product in a third party, off-site location, before the product is sold?	No
Has this facility ever produced halal certified products prior to this inspection?	No
Does this facility claim to produce halal products that are not certified?	No
Expected sales quantity of halal products per month:	350000 - 400000 USD Per month
Regionally, Halal products are being sold:	Domestically
Management was cooperative and understanding of Islamic dietary requirements	Good
<p>How to assess risk: HIGH RISK = Facility processes both halal and haram products using the same tools, machinery, or utensils. MEDIUM RISK = Facility processes both halal and haram products using segregated tools, machinery, or utensils. LOW RISK = Facility does not process any haram products on or inside of the premises.</p>	
Assess the risk level of this facility:	Low Risk

Signature

Inspectors Signature

Abdullah Fredericks
30.11.2022 20:28 SAST

Client Signature

John Belesis
30.11.2022 20:28 SAST

Departure Date & Time

30.11.2022 13:27 SAST

Inform the client that the audit has concluded. After closing the meeting, proceed to the final auditors evaluation.

Final Auditors Evaluation

100%

Were packages and boxes clearly labeled with production and expiration dates?

Yes

Were safety/cooking instructions printed on finished labels?

N/A

Were any raw materials/ingredients marked with a halal certification seal?

No

Were any finished products marked with a halal certification seal?

No

Not as of yet

Were halal products clearly segregated in freezer, storage, and warehouse locations?

N/A

Any H.A.R.M. locations identified that require mitigation?

No

Detail your final evaluation. Be sure to include failures and concerns uncovered during the question, and walk-through phases:

The client is a yogurt manufacturing facility receiving pasteurized milk from the manufacturers and converting it to yogurt. The facility was very neat and clean. All conveyers and surfaces are tested using ATP swab testing with a detailed rectifying procedure. Client was very helpful during the audit. No concerns could be found.

Suggested Certification Status

Certified

CERTIFIED: Select certified if the client appears to have everything in order.

PENDING: Select pending if the client has some non-conformities.

SUSPENDED: Select suspended if the certified client appears to have unintentionally breached the contract in some way shape or form.

REVOKED: Select revoked if the certified client appears to have intentionally breached the contract in some way shape or form.

Enter Client ID from Auditor Printout

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